97-84143-25

U.S. War Production Board

Get in the scrap

[Washington]

[1942]

97-84143-25
MASTER NEGATIVE #

COLUMBIA UNIVERSITY LIBRARIES
PRESERVATION DIVISION

BIBLIOGRAPHIC MICROFORM TARGET

ORIGINAL MATERIAL AS FILMED - EXISTING BIBLIOGRAPHIC RECORD

308
Z
Box 615 U. S. *War production board. Division of conservation.*
... Get in the scrap. A plan for the organization of the school children of America in the national salvage program effective October 5, 1942. Sponsored by the Conservation division, War production board ... and endorsed by the United States Office of education. [Washington, U. S. Govt. print. off., 1942]
1 p. l., 16 p. incl. illus., tab. 23cm.

1. Salvage (Waste, etc.) 2. World war, 1939- —Economic aspects—U. S. I. U. S. Office of education. II. Title.

Library of Congress HD9075.U52A5 1942 42-38586
[4] ONLY ED 679

RESTRICTIONS ON USE: *Reproductions may not be made without permission from Columbia University Libraries.*

TECHNICAL MICROFORM DATA

FILM SIZE: 35mm REDUCTION RATIO: 11:1 IMAGE PLACEMENT: IA (IIA) IB IIB

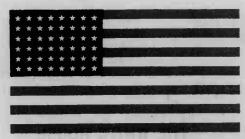
DATE FILMED: 7/24/97 INITIALS: TLM

TRACKING # : MSH 26101

FILMED BY PRESERVATION RESOURCES, BETHLEHEM, PA.

408

DEC 19 1942



GIVE IT YOUR BEST!

Get in the Scrap

A Plan for the Organization of the School Children of America in the National Salvage Program

Effective October 5, 1942

308
Z
Box 615

★

Sponsored by the
Conservation Division, War Production Board, Washington, D. C.
and Endorsed by the United States Office of Education

THE WHITE HOUSE

August 27, 1942.

The boys and girls of America can perform a great patriotic service for their country by helping our National Salvage effort. Millions of young Americans, turning their energies to collecting all sorts of scrap metals, rubber, and rags, can help the tide in our ever-increasing war effort.

They will earn the gratitude of every one of our fighting men by helping to get them the weapons they need—now. I know they will do their part.

Franklin D. Roosevelt

2/26/43 V.C. 183

WAR PRODUCTION BOARD
Washington, D. C.

OFFICE OF
DONALD M. NELSON
CHAIRMAN

September 1, 1942

TO THE SCHOOL TEACHERS OF AMERICA:

As educators, you know that America's school children are its hope for the future.

These citizens of tomorrow have a unique and glorious opportunity to safeguard that future.

To keep America's war plants rolling, we urgently need millions of additionel tons of scrap iron and steel now. We need more scrap rubber—now. And we need rags, burlap bags, and manila rope in any condition.

America's children . . . in thousands upon thousands of cities, towns, and villages across this country . . . can make an enormous contribution to the Nation's scrap collection effort.

Properly directed, their eager minds and busy hands can tap hidden sources of this vital material hitherto untouched. And I know they will eagerly welcome this chance to play a real and important part in the war.

As the Government's direct contact with these millions of youngsters, you are key figures in this enterprise. Its entire success depends upon your wholehearted cooperation.

I feel sure that, in this hour of need, we can depend on you to direct and organize the school children in carrying to a successful conclusion the plan outlined in this manual.

Sincerely yours,

Donald M. Nelson

WAR PRODUCTION BOARD

WASHINGTON, D. C.

IN REPLY REFER TO:

August 25, 1942

Dr. John W. Studebaker, Commissioner
United States Office of Education
Washington, D. C.

Dear Mr. Commissioner:

Last spring, many highly successful campaigns were conducted by school children to collect the salvage materials that are so urgently needed in the war effort.

We have intensely studied local campaigns, and out of their fine experiences, our Division has prepared a National plan for a school salvage effort that we offer to you herewith. It has a double value:

First, it will produce a huge tonnage of the vital scrap iron and steel, rubber and other materials that must be had at once for war production.

Second, it will give to every school boy and girl a desired opportunity for patriotic participation in backing up their fathers and brothers at the fighting fronts.

It is our hope and desire that all city schools and rural schools will join in this salvage collection—and that they will do it early this autumn. The greater the collection of scrap iron and rubber that reaches our factories in the next few months, the sooner we shall win the Victory for Freedom.

Sincerely yours,

Lessing J. Rosenwald

Lessing J. Rosenwald, Director
Conservation Division
War Production Board

FEDERAL SECURITY AGENCY

U. S. OFFICE OF EDUCATION

WASHINGTON

August 26, 1942

Mr. Lessing J. Rosenwald
Director, Conservation Division
War Production Board
Washington, D. C.

Dear Mr. Rosenwald:

I am sure that you can count on the enthusiastic cooperation of superintendents, principals and teachers in carrying out the School Salvage Plan.

The program which the Conservation Division of the War Production Board has prepared is easily adaptable to operation by all the schools in any State, under the direction of the Chief State School Officer, or it can be used in a single county or city, or even in one small rural school.

I am glad to recommend this plan to all educational leaders and to the great junior army of children under the immediate supervision of their principals and teachers.

We, of the Office of Education, are fully confident that the results will be even greater than you anticipate—for we know of the boundless energy and enthusiasm and the eager desire to serve their country that burns in the minds and hearts of this magnificent army of youth.

The schools will produce salvage to help win the war!

Cordially yours,

John W. Studebaker

Commissioner

America's Junior Army

Can Fight The War With Salvage

A Plan for the Organization of School Children as the Third Front for Victory

Sponsored by the Conservation Division, War Production Board, Washington, D. C., and indorsed by the U. S. Office of Education.

In this war, the *Front* is made up of our Army, Navy, Coast Guard, Marines, and Air Corps, engaged in actual battle with the enemy.

The *Second Front* consists of our factories, shipyards, and farms, where civilian workers are producing guns, tanks, planes, ships, and food for our fighting men.

The *Third Front* includes every man, woman, and child in the United States, whose chief duty is to comb the entire Nation for the scrap materials that are absolutely necessary to keep our factories running—absolutely necessary for Victory.

The principal scrap materials needed now are:

Iron and steel
Rubber
Copper, brass, bronze, aluminum, zinc, and lead
Old rags

Millions of tons of these materials have already been collected and used in the early months of the war. Millions of tons more must be collected quickly—and the collection must go on without let-up until the last shot is fired. Truly, scrap will win the war. Without it, our steel mills and munitions plants will be forced to shut down, the production of guns, tanks, ships, and shells will falter, and our Armies will face defeat.

Fortunately, however, America's homes and farms are an inexhaustible mine of waste materials of all kinds. We must get out this scrap and send it to war. We must dig more deeply for every ounce of iron and steel, of rubber and rags. It is no longer enough merely to contribute the scrap that lies on the surface, in plain view. We must now systematically search basements and attics.

To contribute to this great national salvage program is the greatest opportunity for every civilian to back up our soldiers on the firing line.

A Big Job for Our Schools

Recent experience in several widely separated districts over the country has proved that school children are the most active and thorough collectors of these needed scrap materials.

It is therefore recommended that they be organized everywhere as a Junior Army to take their place in the vanguard of the Third Front of America's fight for Freedom and Victory.

The plan that is presented in these pages has been adapted from programs that have already been used in various communities throughout the Nation with great success—programs that have turned into needed munitions of war many thousands of tons of salvaged metals that were lying idle and useless in homes and on farms.

The adoption of this plan in any State or community will not in any way conflict with salvage programs that are now in progress by Boy Scouts, Girl Scouts, 4-H Clubs, or other organizations and industries. Coordinated to the efforts of the general salvage committee in any city, the school plan will add a youthful impetus which will be found to increase collections greatly.

Generals, Colonels, Captains, and Privates

It is recommended that the program be used on a State-wide basis, with the children from every school in the State—both city schools and rural schools—going into the field as a Junior Army engaged in a major campaign for Victory.

In a State-wide Junior Army, the following is the plan of organization:

The Chief State School Officer will be the Commanding General of the Junior Army.

County or other superintendents of rural schools and City Superintendents of Schools will be designated as Colonels.

Principals of Schools will be Majors.

Teachers will be Captains.

Among the children in each schoolroom there shall be appointed, on the basis of responsibilities and production, Lieutenants, Sergeants, and Corporals. Other children shall be Privates, eligible to promotion for meritorious performance of duty.

Getting the Plan Under Way

The Chief State School Officer is presumably already a member of the State Salvage Committee. For the purpose of this School Salvage Program he should be appointed by the State Salvage Chairman as chairman of a special School Committee.

The Chief State School Officer should call a meeting of all county and city superintendents of public and private schools in his State, and these persons, together with the Executive Secretary of the State Salvage Committee, *ex officio*, will act as the subcommittee of the School Salvage Program.

At this meeting, the need for continued effort in the collection of scrap must be emphasized and *explained fully* (the Executive Secretary of the State Salvage Committee will provide material for this purpose and a representative of the Conservation Division, from Washington, will be present if desired). Complete plans for the organization of the Program will be presented, and the City and County Superintendents will be commissioned as Colonels of the Junior Army.

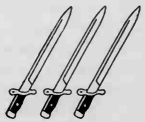
Details of the organization program may be changed if necessary, but it is essential that the main features be maintained in all cases.

County and/or City Organization of the Plan

As soon as possible after return to their respective places of duty, each of the City and County Superintendents of Schools will call a meeting, in cooperation with the local Salvage Chairman, to be held at some central point. Invitations will be sent to all principals of public and private schools, all teachers, members of the city or county Defense Board, the County War Board, PTA leaders, city and county industrial and trade leaders (especially representatives of the automotive, petroleum, rubber, and farm-implement companies, all of whom are active nationally in the salvage program); newspaper editors, radio-station managers, scrap dealers, and others who will contribute inspiration and leadership to the effort.

The "Colonel" should be prepared at this time to present a well-coordinated plan for the campaign, worked out in detail. . . . It is to be emphasized that while much latitude may be permitted in the actual collection of scrap by the school children, the basic plan *must*

1 wash pail will provide the amount of scrap ordinarily required to produce the steel needed to make 3 bayonets



be adhered to in order to give the State-wide effort (or the city or county effort, if the campaign is to be local) the unity that is required for complete success.

Preliminary Organization of the School

Each local superintendent or principal (Majors in the Junior Army) will organize the campaign in his school in accordance with the ages and capabilities of the children, and the characteristics of the district which the school serves—urban or rural, rich or poor, etc. Following are some of the recommended steps in the preliminary development of the school campaign:

1. A meeting of the teachers in each school or group of schools for the development of final details applicable to the school.
2. Preparation of a map of the district showing all streets or roads and all residences to be called upon.
3. Assignment of school children to definitely designated streets, roads, blocks, or other areas for their intensive participation in the drive. This is highly important. It is in accordance with the methods of commercial sales organizations, which strive always to avoid overlapping of effort. Householders must not be annoyed by having too many children calling indiscriminately at their homes to ask for scrap. Further, a haphazard, unorganized drive will not produce the results that are desired.
4. A meeting of the children for careful explanation of the plan. This may be in assembly or in individual classes, as the principal and teachers may think best. In presenting the plan to the children, special emphasis must be put on patriotism, on the fact that in getting in the needed scrap each youngster is playing the part of a soldier behind the lines and is actually helping to defeat our enemies. Dramatize in understandable sentences the general salvage litera-

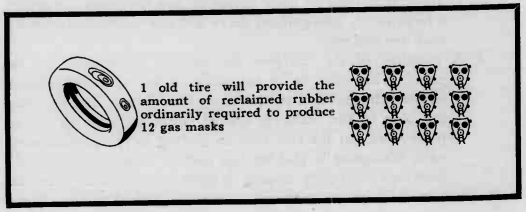
477541°—42——2

ture—that an old wash pail can be made into 3 bayonets, an old set of golf clubs into one .30 caliber machine gun, a copper kettle into 84 rounds of ammunition for an automatic rifle, etc. Emphasize also the profit motive—that the youngsters can earn War stamps and bonds for themselves (or for the school) by working hard in this campaign.

5. Institute a poster contest among the children, urging each one to try his hand at drawing a dramatic poster to advertise the school's campaign. This contest should last not longer than a few days. War stamps prizes may or may not be offered, as desired.
6. Institute also a slogan contest, also—lasting for a few days and with the same incentives.
7. At the end of the contests, the best slogan and the best poster produced in each school should be selected for use as the heading of letter paper on which the children will write letters to every householder in the district. The letterhead may be prepared by mimeograph, printing, or whatever other method may be available.
8. Each child should write three letters, addressing one to his parents and one to each of the neighbors living next to him. These letters should explain, in the pupil's own words, the purpose of the drive, the need for scrap and its war uses, and should call upon the householders to assemble whatever scrap material they have for collection by the school children. Approximate dates when the scrap will be called for should be stated in these letters.

Mechanics of the Campaign

Every home and farm in the school district must be called upon, and the teachers (Captains) may adopt whatever division of territory



seems most desirable to assure complete coverage. If it seems best, pupils may be sent in pairs to make their calls—it is specifically recommended that younger children go in pairs—but in no event should any child be permitted to go out of the area specifically assigned to him, *except that each child may be permitted TO COLLECT SCRAP FROM HIS OWN HOME.*

The letters (8, above) should be delivered personally by the children to their parents and neighbors.

Within three days after delivery of all letters, the children should start the canvass of the homes and farms assigned to them, and request delivery to them of whatever scrap may have been assembled. Small articles may be taken personally by the children. Larger items may be listed by the children (be sure they write each list, with the name and address of the householder, on a separate slip of paper) and the lists turned in to the teacher who will arrange, through the principal's office, to contact the local salvage committee and arrange for transportation. The teacher should collect these slips from the pupils showing the heavy material available and see that the addresses are correct, and the handwriting is plain. In many cases, it will need to be rewritten.

One or more of the older boys in the school should be appointed Lieutenants in the Junior Army, charged with the responsibility of receiving and weighing all scrap as it is brought in, and issuing receipts. (Receipts with stubs may be kept, or a carbon copy may be made of each receipt; it is essential that one method or the other be followed so that accurate payment may be made later if required.) Where possible, try to have scales of some kind at the school grounds; the youngsters will take more interest if they can see what they bring in weighed at the time.

The County Superintendent, or the principal of each individual school, must arrange for transportation of all collected material from the school to the scrap yard. This should be done, if possible, so there will be no cost to the school—otherwise there will be too much deduction from the amount paid to the children for their efforts. In some cases, friendly junk men will undertake collection as a patriotic service, but often the price paid for delivery at the junk yard is higher than when the dealer goes out to make the collection. Farm-implement dealers may lend their trucks for collections in rural districts; automobile and truck dealers may be counted upon for assistance, because of the active support to the salvage campaign that is being given by the Automotive Safety Foundation. Local merchants and trucking companies may be asked for help. In many States, county

road commissioners may be counted upon to haul scrap material from the school yards to the scrap dealers. In other cases, the WPA organization may be called in.

It is highly essential that transportation be arranged for in advance of the actual collection of scrap at the school grounds.

The County or City Superintendent of Schools (the Colonel) should visit every school during the drive, addressing the entire school in assembly if possible, and certainly calling personally at the room of each school that is making the best record. Stimulation of a spirit of rivalry between schools and between rooms in each school will materially assist in promoting the success of the undertaking.

Prizes of War stamps for the greatest amounts of scrap brought in each week may be offered if desired, but this is optional.

The County or City Superintendent should work at all times in close cooperation with the County or City General Salvage Committee.

Items to be Salvaged

The greatest need is for scrap *iron and steel,* which must be had by the steel mills to make the quality of steel required for guns, tanks, jeeps, ships, and other munitions of war. Scrap *rubber,* especially old tires and tubes, rubbers and overshoes, garden hose, gloves, bathing caps, hot-water bottles, etc., is in constant demand for war purposes. There is also a steady demand for rags. Do not collect tin cans as other methods of collection have been provided for

Before any school saves paper, check your local dealers to find out if there is a market for it.

In assembling scrap material in the school yard, put all iron and steel in one pile, rubber in another pile, rags in another, and so on. Rubber and rags should be properly protected and stored in such a way that there will be no fire hazard or damage to rags by water.

The children should be instructed to report to their captains all abandoned bridges, saw mills, cotton gins, and other sources of iron and steel which they cannot collect themselves. This is also true of accumulations of old heavy machinery on farms.

Selling the Collected Scrap

The County or City Superintendent should discuss with the local general salvage committee all such matters as collection, transportation, prices, public weighing, immediate payment and to whom, etc.

Most householders will donate whatever scrap they have. Some, however, will wish to be paid for their contribution. In the latter case, the pupil should make a list of the material offered for sale and urge that the householder deliver it at once to the junk dealer. This

1 old lawn mower will provide the amount of scrap ordinarily required to produce the steel needed to make six 3 - inch shells

list should be turned in to the teacher (Captain) who will see that it is forwarded to the County Salvage Chairman for record and follow-up.

The County Superintendent, in conference with the principals (Majors) and teachers, should decide whether the proceeds from the sale of salvage materials be used for the individual schools (for athletic equipment and the like) or distributed directly to the participating children. They may like to leave it up to a vote of the children.

On the whole, payment to the children themselves provides a greater personal-profit incentive to work hard and get in the scrap.

Payment to the children should always be in war savings stamps or bonds—no exception to this.

At the end of the drive, the County or City Superintendent shall forward as quickly as possible to the State Superintendent (the Commanding General) a complete report by weight of all salvage collected, listing iron, rubber, rags, etc., separately; also a report of all money received from the sale of salvage and details of what was done with the money received.

Publicity

Constant publicity, through newspapers and radio broadcasts, will materially help any school campaign by focusing the attention of every one in the district, the county, and the state on the program and its importance in the war.

It is suggested that the State Superintendent (the Commanding General) and each City and County Superintendent (the Colonels) appoint publicity directors to act on their committees and to have daily contact with newspapers, radio stations, and other publicity outlets.

It is suggested that winning posters made by children in the schools be loaned to newspapers that are equipped to make cuts, and that where possible the big city papers be requested to furnish matrices of

these cuts for the use of smaller papers. In most States, the Associated Press or United Press have facilities for making engraved plates and mats. If these winning posters are shown or sent to the State or district Associated Press or United Press manager, the chances are they will have mats made for dissemination to all daily newspapers in that area. Weekly newspapers over the country could possibly borrow these mats for reproduction from the nearest daily newspaper.

Winning slogans should be publicized.

Posters and banners may be secured through the Executive Secretary of the State Salvage Committee.

The reproduction of the United States Flag, with the wording "Give it your Best," should be posted in every schoolroom, in full view of the students at all times.

Each room teacher (Captain), with perhaps two of the children, should visit a local scrap dealer's yard and report to the rest of the class the way scrap iron and steel are prepared for use of the steel mills—by compressing into bales and cutting, with heavy shears, into short lengths.

In newspaper publicity, outstanding instances of unusual items collected, or of small children who do especially good jobs, or other interesting and different experiences should be used to the utmost.

Records of the progress of the program should of course be furnished to the newspapers as often as possible.

Editorials based on material to be furnished by the State Executive Secretary should be encouraged.

Photographs should be taken and published where possible. It is suggested in this connection that, prior to the Salvage Program, the School Superintendent or his designated representative should contact any local camera club with the request that they take pictures throughout the program of interesting and newsworthy events. It is possible that these pictures could be printed quickly and be placed on display

1 old battery will provide the lead ordinarily required to make three 3-inch antiaircraft guns

in some prominent downtown store to add emphasis to the collection. Possibly, the local photographic equipment stores might be induced to provide films to the camera club and cooperate by printing the pictures at no cost and help arrange for the window display.

Leading merchants should be urged to cooperate by devoting show window space to the display of scrap of desired kinds, together with implements of war which are made from scrap—guns, tanks, jeeps, shells, etc.

Other publicity devices may be employed—such as having a child appear for a short talk at the weekly meetings of Civic Clubs. In most instances, the Superintendent of Schools, or members of his staff, belong to one or more of these Civic Clubs. It is suggested that the School Superintendent delegate a representative to contact each Civic Club in the city immediately prior to the School Salvage Program, and arrange for these short talks by pupils of the various schools in the community.

Local radio stations will almost certainly give spot time for the appearance of a child.

Large radio stations that cover the entire State will give time for State Superintendents to make a short talk once a week during the program. Local school superintendents should contact the local radio station and arrange for daily broadcasts pertaining to the salvage effort. Most schools have some one in charge of public speaking or English classes, and they could select students to appear on the radio, who are capable of presenting the daily activities of the program.

Ministers of local churches should be asked to preach on salvage as a patriotic effort on the Sunday before the drive begins; or to permit the appearance of a school child at the morning service to speak for a few minutes on the importance of this effort.

Be sure that all newspaper releases are well filled with NAMES—names of children, of teachers, of donors of scrap.

It is respectfully suggested and urgently requested that the editors of all newspapers and the managers of all radio stations be invited to all meetings of school committees where the subject of salvage collections will be discussed.

It is highly advisable that the county or city superintendent of schools urge upon the newspaper publishers and the radio station managers the assignment of staff members to attend all meetings and daily keep in touch with the entire school salvage program.

The success of the school salvage program is highly dependent upon proper publicity. This cannot be stressed too much. Of course, a program that receives a lot of publicity but does not produce salvage

1 old copper kettle will provide the copper required to produce 84 rounds of ammunition for an automatic rifle.

tonnage is not a success. On the other hand, we doubt if any school program will fail in its efforts if proper publicity is given.

Assistance from the Conservation Bureau

If, however, you need special assistance in fitting it to your needs, it is suggested that you get in touch with the Executive Secretary of the State Salvage Committee. You will find his name, address, and phone number in the text immediately following.

HERBERT L. GUTTERSON

Chief, General Salvage Section, Conservation Division

War Production Board, Washington, D. C.

State	Chairman	Executive secretary	Office
Alabama	Thomas Bragg	J. Leon Gilbert	Klein-Ashley Bldg., Montgomery, Ala. Tel. 3-6651.
Arizona	W. L. Allison	Alma V. Tate	802 Security Bldg., Phoenix, Ariz. Tel. 4-7927.
Arkansas	Elmer Gosdin	Wallace Cowan	1346 Donaghey Bldg., Little Rock, Ark. Tel.: 4-7117.
California	Judge E. P. Murphy	Harold Brayton	1355 Market St., San Francisco, Calif. Tel.: Klondike 2300.
Colorado	Ralph Hartzell	Leo Crowley	625 Kittredge Bldg., Denver, Colo. Tel.: Tabor 3173.
Connecticut	Seth L. Pierrepont	Bice Clemow	410 Asylum St., Hartford, Conn. Tel.: 2-6942.
Delaware	J. Stuart Groves	Lt. Col. R. G. Rust	G-7 Nemours Bldg., Wilmington, Del. Tel.: 4-7913.
Florida	George L. Burr, Jr.	C. C. Codrington	313 City Admin. Bldg., Tallahassee, Fla. Tel.: 1668.
Georgia	Wm. T. Anderson	Thomas H. Hall, III	617 Bibb Bldg., Macon, Ga. Tel.: 7211.
Idaho	John D. Orr	Lindon F. Watson	405 Cap. Sec. Bldg., Boise, Idaho. Tel.: 6640.
Illinois	Nathaniel Leverone	Ben Regan Thomas McHugh, Ass't.	3120 Civic Opera Bldg., Chicago, Ill. Tel.: Andover 3600.

STATE ORGANIZATION—Continued

State	Chairman	Executive secretary	Office
Indiana	Clarence A. Jackson	Dudley A. Smith	Board of Trade Bldg., Indianapolis, Ind. Tel.: Lincoln 1371.
Iowa	John R. Ford	Herbert Plagman	600 Liberty Bldg., Des Moines, Iowa. Tel.: 3-8681.
Kansas	Byron Gourley	Harry W. Woods	509 Natl. Res. Bldg., Topeka, Kans. Tel.: 23471.
Kentucky	Judge E. C. O'Rear	J. J. Rice	Old State Capitl. Bldg., Frankfort, Ky. Tel.: 2060.
Louisiana	Parrish Fuller	R. R. Saunders	Guaranty Bank Bldg., Alexandria, La. Tel.: Alex. 2-2019.
Maine	Richard M. Hallett	Clifford A. Somerville	142 High St., Portland, Maine. Tel.: 2-0194.
Maryland	H. Findlay French	James F. Solley, Jr.	1025 Balt. Trust Bldg., Baltimore, Md. Tel.: Plaza 8170.
Massachusetts	Gurth F. Chambers	John I. Taylor John Orr, Asst.	1 Court St., Boston, Mass. Tel.: Lafayette 7500.
Michigan	Kenneth M. Burns	John D. McGillis Robt. G. Silber, Asst.	1205 Det. Savings Bk. Bldg., Detroit, Mich. Tel.: Randolph 7320.
Minnesota	Raymond J. Greengard	Linus E. Vorpahl	334 Midland Bank Bldg., Minneapolis, Minn. Tel.: Main 3244.
Mississippi	Leland Speed	L. Russell Ellzey	Deposit Guar. Bk. Bldg., Jackson, Miss. Tel.: 4-7759.
Missouri	R. R. Nacy	H. A. Trowbridge	State Office Bldg., Jefferson City, Mo. Tel.: 4042.
Montana	W. E. Rae	Edw. J. Keeley	512 Power Block Annex, Helena, Mont. Tel.: 2702.
Nebraska	J. W. Seacrest	Mark T. Caster	2206 State Capitol, Lincoln, Nebr. Tel.: 2-6295.
Nevada	Albert Caton	Bernard Hartung	Industrial Comm. Bldg., Carson City, Nev. Tel.: Carson City 625.
New Hampshire	E. J. Soucy	(E. J. Soucy)	State House, Concord, N. H. Tel.: 800.
New Jersey	Charles A. Eaton, Jr.	Clinton M. White Sidney Prichard, Asst.	143 East State St., Trenton, N. J. Tel.: 2-7168.
New Mexico	David Hughes	Fay Guthrie	202 Water St., Santa Fe, N. Mex. Tel.: 1768.
New York	R. Murray Willard	William Arnoldy Lawrence H. Clarke, Asst.	112 State St., Albany, N. Y. Tel.: 5-6251.
North Carolina	N. E. Edgerton	James B. Vogler	227 E. Edenton St., Raleigh, N. C. Tel.: 31607.
North Dakota	R. D. Hoskins	E. E. Campion	Room 227, Federal Bldg., Bismarck, N. Dak. Tel.: 99.
Ohio	L. E. Pierson Arthur Hoopingardner, Vice-Chairman.	Robert O. Weible John Dexter, Asst.	101 N. High St., Columbus, Ohio. Tel.: Adams 5011.
Oklahoma	E. H. Moore	Virgil Hicks	510 Petroleum Bldg., Tulsa, Okla. Tel.: 2-6221.
Oregon	Claude I. Sersanous	Ralph H. Mitchell	314 Pioneer Trust Bldg., Salem, Oreg. Tel.: 6700.
Pennsylvania		Colley S. Baker	302 Capitol Bldg., Harrisburg, Pa. Tel.: 2-0081.
Rhode Island	Frederick A. Young	Lawrence Lanpher	Hospital Trust Bldg., Providence, R. I. Tel.: Plantation 8200.

STATE ORGANIZATION—Continued

State	Chairman	Executive secretary	Office
South Carolina	Rex Enright	Tonquin E. LaGrone	1230 Sumter St., Columbia, S. C. Tel.: 2-8605.
South Dakota	Carl Quarnberg	York Sampson	308 Boyce Greeley Bldg., Sioux Falls, S. Dak. Tel.: 1132.
Tennessee	Leonard Sisk	Everett R. Jones	State Capitol, Nashville, Tenn. Tel.: 5-7351.
Texas	E. E. Kirkpatrick	Geo. B. Butler	701 Scarbrough Bldg., Austin, Tex. Tel.: 8-8553.
Utah	Marion J. Greenwood	Boyden L. Wood	201 Utah Oil Bldg., Salt Lake City, Utah. Tel.: 5-7351.
Virginia	Martin B. Williams	C. H. Luebbert	10 South Fifth St., Richmond, Va. Tel.: 7-2351.
Vermont	A. Vail Allen	John O. Baxendale	49 State House, Montpelier, Vt. Tel.: Montpelier 20.
Washington	J. C. Haley	Elmer J. Nelson	Legislature Bldg., Olympia, Wash. Tel.: 8563.
West Virginia	H. E. Clovis	Burman T. Mitchell	56 Capitol City Bldg., Charleston, W. Va. Tel.: Capitol 31.
Wisconsin	Richard S. Falk	Wm. E. Simons	7058 Plankinton Bldg., Milwaukee, Wis. Tel.: Broadway 4440.
Wyoming	Col. R. L. Esmay	Edward S. Moore, Jr.	State Capitol Bldg., Cheyenne, Wyo. Tel.: Cheyenne 9651.
District of Columbia	James E. Colliflower	Horace Walker	412 Albee Bldg., Washington, D. C. Rep. 7500, Ex. 3351.

METROPOLITAN BRANCH OFFICES

Dallas, Texas		Lewis C. Huff, Asst. Secretary.	410 Fidelity Bldg., Dallas, Tex Tel.: Riverside 5711.
Los Angeles, Calif.		Joseph F. MacCaughtry	1031 South Broadway, Los Angeles, Calif. Tel.: Richmond 0311.
New Orleans, La.		Stuart O. Landry Asst. secretary	1122 Canal Bank Bldg., New Orleans, La.
New York City	Clarence H. Low	Paul W. Zeckhausen Rowell Fisher, Assistant.	Chanin Bldg., New York City. Tel.: Murray Hill 3-6805.
Philadelphia, Pa.	Howard Medholdt	Thos. W. McDonough	1401 Market St., Philadelphia, Pa. Tel.: Locust 8100.
Pittsburgh, Pa.	Harry J. Yute	Roy Brownmiller	Fulton Bldg., Pittsburgh, Pa. Tel.: Grant 2968.
Sacramento, Calif.		George Winkler	Ad. Bldg. Fair Grounds, Sacramento, Calif. Tel.: 6-6491.

CONSERVATION DIVISION, WAR PRODUCTION BOARD

11th and H Streets, Washington, D. C.

LESSING J. ROSENWALD,
Director.

PAUL C. CABOT,
Deputy Director.

U. S. GOVERNMENT PRINTING OFFICE: 1942

WAR PRODUCTION BOARD
WASHINGTON, D. C.

OFFICIAL BUSINESS

PENALTY FOR PRIVATE USE TO AVOID
PAYMENT OF POSTAGE, $300

10197

END OF
TITLE